



*United States Bankruptcy Court
Eastern District of Wisconsin
Office of the Clerk*

Career Opportunity # 06-10

Position: Automation Specialist I

Location: Milwaukee, WI

Salary Range: \$42,395 to \$52,997 (CL-27) Depending on Qualifications

Opening Date: August 25, 2006

Closing Date: Open Until Filled

The Clerk of the U.S. Bankruptcy Court for the Eastern District of Wisconsin is seeking an Automation Specialist I. The position is permanent, full-time, and the employee will report to the Systems Manager.

Representative Duties:

The Specialist's main responsibility will be to maintain the court's Linux/Novell/Windows server infrastructure. Other responsibilities will include hardware and software maintenance of the court's personal computers. The Specialist will also participate in the development and implementation of short and long range automation improvement plans for the court, ensuring that changes can be implemented with minimal disruption to the work of the court. As a member of the automation team, the successful candidate will work with other members of the automation team to manage execution of automation plans for major automated systems and to establish training in systems use and capabilities. This will involve supervising the work of one or more other Specialists. The Specialist will perform testing, establish procedures, and devise security systems for hardware, software and data.

Mandatory Qualifications:

The successful candidate will:

- ! have demonstrated technical knowledge and expertise in areas of Linux operating systems, Windows XP operating system, and application support;
- ! demonstrate experience and competence related to the technical aspects of systems analysis, implementation, integration, and management;
- ! have a performance history that demonstrates strong organizational, prioritization and problem solving abilities; and,
- ! possess the ability to communicate effectively both orally and in writing.

The successful candidate will also demonstrate an ability to develop and organize automation projects while managing multiple priorities.

Desirable Qualifications:

Working knowledge of:

- ! PERL, Java, HTML, and Visual Basic or another visual programming language; relational databases, SQL; and,
- ! the Novell Netware server environment.

Proficiency in one or more of the following:

- ! Administration of PC Applications;
- ! Data and voice communication infrastructure;
- ! Internet technology; specialized education or certification in one or more of the following: Windows operating system, Novell, Linux, and Informix.

Information for Applicants:

- ! The U.S. Bankruptcy Court is a part of the judicial branch of the United States Government.
- ! The court reserves the right to modify the conditions of this job announcement, or to withdraw the job announcement, or to fill the position(s) sooner than the closing date, if a closing date is shown, any of which actions may occur without any prior written or other notice. This job announcement may involve filling more than one position described herein.
- ! The final candidates are subject to an FBI fingerprint check, an FBI name check and a National Crime Information Center check.
- ! This position will require occasional travel within the United States. It will also require occasional work on weekends or after hours.
- ! The court is an equal opportunity employer.
- ! Interested candidates may submit their resume electronically through our website which is located at www.wieb.uscourts.gov under "Jobs." Applicants may also send a resume to:

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